

Jordanville Public Library



Board of Trustees Meeting

Minutes

October 6, 2020

The meeting was called to order at 6:42 by Lisa Wilber.

In attendance were Lisa Wilber, Debra Bronner, Garry Aney, George Mower, Marlys Pronko and Melinda Supp.

Attending by remote connection were Barbara Poore and Glenn Armstrong.

Special: Glenn provided an update on the construction of the ADA ramp. The estimated cost of materials would be \$5,000. To hire a contractor to complete the construction would probably be another \$5,000 if one is available. The material is available at this time. He is finalizing the plan. George made a motion to approve expenditures for Glenn to purchase the materials. It was seconded by Debra and passed unanimously.

The Director's Report was presented by Melinda and included a suggested revision of the Library's "Emergencies and Disasters" plan. The motion was made by George to accept the revision as written. It was seconded by Debra and passed unanimously.

In correspondence Garry informed the Board that a letter to the library was received from Attorney George Aney on behalf of the estate of Mildred Hubiek. The gift of \$25,571.56 was bequeathed to the Jordanville Public Library. Garry has filled out the required paperwork, accepted and deposited the check.

Suggestions of constructing some type of memorial wall where beneficiaries such as Mildred Hubiek may be recognized was made. Marlys Pronko offered background information regarding several memorial plaques which have been found in the library. Details regarding the construction of a memorial have been tabled for future meetings after the current construction project is completed.

Also under correspondence the new law regarding employee sick leave was read and deemed inapplicable to the library's current personnel status.

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A donation of \$25.00 was received in memory of John Parker with the request that it be used to buy an Art or Gardening book.

Under Old Business the current status of the Charter Update was discussed. New York State Dept. of Education has misplaced part of the Library's application, that part being the "Resolution". The President, Lisa Wilber and Treasurer Garry Aney have therefore signed and notarized another copy of the "Resolution" and sent it to the state.

A motion was made by George and seconded by Debra to amend the March 2020 minutes to reflect the Charter Resolution. It was unanimously passed.

Under new business the board requests that Melinda replace the flag, ask a contractor to take a look at the porch railing for the purpose of raising the height of it and have the Groundskeeper (Russell Hunt) power wash the front of the building to remove the spider nests.

The Town of Warren has invited trustee and staff members to attend the Sexual Harassment training which they are hold on Oct. 7 at 6:30 PM or the one on Oct. 12 at 7:00 PM. Melinda can also have On-line training set up for Trustees or Staff through the NICHE Academy.

Treasurer's report:

Vouchers: see attached report

Accounts:

\$3,000 was transferred from the Money Market account to the Operating account and a dividend of \$156.96 was deposited. The check from Mildred Hubiek's estate was deposited into the savings account.

The Fidelity investment account is now at \$41,737.08.

Executive session was called at 7:43 and ended at 7:59.

The next meeting will be Nov. 10, 2020 at 6:30 PM.

Motion to adjourn was made by Garry and seconded by George. Unanimously passed and adjournment time was 8:32 PM.

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10/6/2020 6:35 PM

Register: Adirondack Bank Business Account

From 09/02/2020 through 10/06/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
09/05/2020	E-Debit	Automatic Data Proc...	Accounts Payable	ADP Tax Pay	218.01		3,739.16
09/05/2020	E-Debit	Automatic Data Proc...	Accounts Payable	ADP Wage Pay	100.00		3,639.16
09/05/2020	2872	Christopher Sturcke	Accounts Payable	August, Hours, ...	345.81		3,293.35
09/05/2020	2873	Melinda Supp	Accounts Payable	August, Hours 63	787.82		2,505.53
09/05/2020	2874	Russell Hunt	Accounts Payable	4 Units of mow...	128.95		2,376.58
09/05/2020	2875	NYSEG	Accounts Payable	1001-8954-767	39.15		2,337.43
09/05/2020	2876	T - Mobile	Accounts Payable	968639996	200.90		2,136.53
09/05/2020	2877	Time Warner Cable B...	Accounts Payable	202-90834570...	48.19		2,088.34
09/05/2020	2878	Mid-York Library Sy...	Accounts Payable	Inv. 0037878-IN,	132.75		1,955.59
09/05/2020	2879	NYSEG	Accounts Payable	1001-8954-767	46.81		1,908.78
09/05/2020	2880	Time Warner Cable B...	Accounts Payable	202-90834570...	49.48		1,859.30
10/05/2020			-split-	Deposit		3,156.96	5,016.26
10/05/2020	E-Debit	Automatic Data Proc...	Accounts Payable		341.61		4,674.65
10/05/2020	2881	Christopher Sturcke	Accounts Payable	Sept. Hours,36	389.03		4,285.62
10/05/2020	2882	Melinda Supp	Accounts Payable	Sept, Hours 65	812.15		3,473.47
10/05/2020	2883	Russell Hunt	Accounts Payable	5 Units of mow...	201.28		3,272.19
10/05/2020	2884	New York State Insur...	Accounts Payable	S 1336 338-7, ...	728.46		2,543.73
10/05/2020	2885	NYSEG	Accounts Payable	1001-8954-767	46.81		2,496.92
10/05/2020	2886	Sterling Insurance Co...	Accounts Payable	SM05003259,	153.68		2,343.24
10/05/2020	2887	Mid-York Library Sy...	Accounts Payable	Inv. 0037982-L...	1,472.72		870.52
10/05/2020	2888	Time Warner Cable B...	Accounts Payable	202-90834570...	48.19		822.33
10/05/2020	2889	US Postal Service	Accounts Payable	Box Rental, 1 y...	76.00		746.33
10/05/2020	2890	T - Mobile	Accounts Payable	968639996	401.80		344.53

Register: Adirondack Bank, Savings Account

From 09/02/2020 through 10/06/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
10/05/2020			11's Operating Funds R...	Deposit		25,521.56	31,839.75

Register: Bank of Utica, Money Market Account

From 09/02/2020 through 10/06/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
10/05/2020	2022	Bank of Utica	Adirondack Bank Busin...	Transfer too A...	3,000.00		12,743.16